

**MINUTES
TOWN OF DARIEN
PARKING AUTHORITY
SPECIAL MEETING**

July 7, 2014

A special meeting of the Parking Authority was held on Monday, July 7, 2014. In attendance were First Selectman Stevenson, Selectmen Hall, Marks, Nielsen and Tierney. Also in attendance was Town Administrator Karl Kilduff.

CALL TO ORDER

First Selectman Stevenson called the meeting to order at 7:14 p.m.

PUBLIC COMMENT

No public comment was offered.

NEW BUSINESS

a) Update on Parking Technology

Mr. Kilduff gave a brief update on the use of new parking technology at the train stations. Use of the pay station has increased from the launch and app utilization has leveled off. It was noted that some members of the public have needed refunds as they have made two transactions to pay for one period of parking. Integration with the license plate reader remains incomplete. The contractor cited difficulty working with the Town's LPR supplier. The contractor was to hold an internal developer meeting to resolve issues and develop a path forward with the LPR.

First Selectman Stevenson reported that an intern would be used to collect the license plate data from Leroy East and Leroy West, rather than the license plate reader, so assist the Authority is evaluating usage patterns and potential change in designation of the lot from daily parking to permit parking.

b) Discuss Professional Study of Parking System and Possible Scope of Work

First Selectman Stevenson reported that the traffic study for expanded parking in the Leroy West parking lot is being finalized. The draft reported needed to amplify the impacts and recommendations for use by the Authority.

The Authority discussed the possibility of engaging a consultant is a larger study of the Downtown area which would include downtown parking and rail parking. The study would provide a broad analysis of parking utilizations and management systems. The Authority also discussed a public outreach component of the study. Additionally, it was suggested that the Planning & Zoning Commission provide some input to the scope of work.

Discussion concluded with the Authority wishing to pursue a study with a public component. A scope of work would be developed for consideration.

Draft to be Approved

Parking Authority

July 7, 2014

c) Discuss Creation of Parking Advisory Committee to Support Study of Parking System

First Selectman Stevenson questioned the Authority members on their level of interest in creating an advisory committee to assist the Authority in the study process and review of options. The Authority members were generally supportive with Mr. Tierney noting that it would be a way to get input from those with a vested interest in decisions. First Selectman Stevenson stated that she would develop a charge for the Committee and hoped to solicit ideas from the Authority members for participants.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Mr. Hall moved, seconded by Ms. Marks, to approve the Parking Authority Special Meeting minutes of May 5, 2014. The motion passed in a 5-0- vote.

ADJOURNMENT

The Parking Authority adjourned the meeting at 7:48 p.m.

Respectfully submitted

Karl F. Kilduff

Town Administrator